



## MECKLENBURG COUNTY FIRE MARSHAL'S OFFICE

### **SHOP DRAWING PROGRAM FOR SPRINKLER AND FIRE ALARM**

Effective July 1, 2014, the Mecklenburg County Fire Marshal's Office will only accept shop drawings that have been submitted electronically using our Electronic Plan Management System (EPM) or through our Commercial Technical Assistance Center (CTAC).

There will be a **\$140.00** shop drawing plan review fee per project. The fee must be paid at the time of review through a valid Mecklenburg County Account.

To learn more about the electronic submittal process and obtaining an account log on to <http://epm.mecklenburgcountync.gov/> for additional information.

#### **Our process will be as follows:**

- Sprinkler shop drawings shall be submitted with applicable cut sheets for all equipment, piping, and sprinkler heads to be installed as part of the project. Plans shall include, but will not be limited to, all the requirements set forth in Section 903 of the NC Fire Code. Sprinkler systems shall be installed per NFPA 13 or NFPA 13R.
  - Sprinkler drawings, hydraulic calculations and cut sheets shall be submitted when the sprinkler work involves the addition of 20 heads or more, change of density, use, or the installation of any heads that may affect the original hydraulic demand.
- Fire alarm shop drawings shall be submitted with applicable cut sheets for all equipment and devices to be installed as part of the project. Battery calculation shall be included with all submittals. Plans shall include, but will not be limited to, all of the requirements set forth in Section 907 of the NC Fire Code. Fire alarm systems shall be installed per NFPA 72.
  - Fire alarm drawings shall be submitted when the work involves the addition of 5 or more devices, floor plan alterations (cubicles included), and any installations that impact egress or installation of non-required systems.
- Shop drawings shall be submitted within 90 days of a building or low voltage permit, but not until building review has been completed and approved.
- A low voltage permit may be required from Mecklenburg County LUESA for most fire alarm installations.

Engineered stamped, NICET Level 2 or factory training required for all sprinkler and fire alarm designs.

**Copies of certifications shall be required with all fire alarm plan submittals.**

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